

ITEM NO. _____

PREPARED BY: Diep Tran

COMMISSIONER _____

APPROVED BY: _____

RESOLUTION APPROVING EXPENDITURE OF FUNDS IN THE AMOUNT NOT TO EXCEED \$480,000.00 FOR SPACE RENOVATIONS IN THE SHELBY COUNTY OFFICE BUILDING AT 157 POPLAR; AND THIS ITEM REQUIRES EXPENDITURE OF COUNTY CIP FUNDS IN THE AMOUNT OF \$480,000.00 FROM THE FY 2009-2010 BUDGET FOR CIP NUMBER 307372, 157 POPLAR. SPONSORED BY COMMISSIONER DEIDRE MALONE.

WHEREAS, The County intends to renovate and restore to full operation the Shelby County Office Building (SCOB) at 157 Poplar as outlined in Exhibit A, attached hereto and incorporated herein by reference, as part of a comprehensive plan for office space efficiency in its downtown buildings; and

WHEREAS, The District Attorney General (DAG) needs to consolidate several of its existing functions into one location, as well as, increase its office space to accommodate new functions and personnel; and

WHEREAS, Shelby County needs to renovate portions of the SCOB to fulfill this need for the DAG; and

WHEREAS, Shelby County will perform the upgrades for this Resolution in-house, and contract for specialty services and materials as necessary; and

WHEREAS, Said outside contracts will be awarded pursuant to the Shelby County Purchasing Policies and Procedures following LOSB guidelines established by the Shelby County Commission and executed in accordance with the Shelby County Charter; and

WHEREAS, Funds in the amount of \$480,000.00 are available in the FY 2009-2010 budget for CIP Project Number 307372, 157 Poplar; and

WHEREAS, It is necessary to appropriate funds in the amount not to exceed \$480,000.00 for this renovation.

NOW, THEREFORE, BE IT FURTHER RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF SHELBY COUNTY, TENNESSEE, That the expenditure of funds in the amount not to exceed \$480,000.00 for space renovations in the Shelby County Office Building at 157 Poplar is hereby approved.

BE IT FURTHER RESOLVED, That funds in the amount not to exceed \$480,000.00 be and are hereby appropriated from CIP Project Number 307372, 157 Poplar.

BE IT FURTHER RESOLVED, That the County Mayor is hereby authorized to execute any and all documents necessary to the intents of this resolution, executed copies of which documents shall be placed on file in Contracts Administration and Purchasing Department.

BE IT FURTHER RESOLVED, That the County Mayor and the Director of Administration and Finance are authorized to issue their warrant or warrants in an amount not to exceed \$480,000.00 to various vendors for the purposes contained in this resolution and to take proper credit in their accounting therefor.

A C Wharton, Jr.
County Mayor

Date _____

ATTEST:

Clerk of County Commission

ADOPTED _____

SUMMARY

I. Description of Item

The Shelby County Office Building (SCOB) was constructed in 1959. It contains five stories, including the basement, and provides approximately 59,000 square feet of conditioned office space. Current building occupants include: Election Commission, Jury Commission, and various sections within the District Attorney General's (DAG) Office. These tenants occupy less than 40% of the total available conditioned space. The building furnishings, mechanical systems, electrical systems, and supporting infrastructure are approximately 50 years old and well beyond their intended useful life.

The County intends to renovate and restore to full operation the SCOB, as part of a comprehensive plan for office space efficiency in its downtown buildings. Complete renovation of the SCOB requires a multi-year project as outlined in Exhibit A. This resolution pertains to the renovation of approximately 14,000 square feet located primarily in the basement of the SCOB for the District Attorney General.

To accomplish this relocation, existing space will be remodeled to meet the service needs of the DAG. Support Services plans to complete this project with in-house personnel and a few outside sub-contractors, to eliminate the construction management expense of a general contractor. Although there will be a combination of in-house expense and outside contracts, it is the intent to emphasize use of in-house personnel where possible. Outside contracts will be bid and awarded in accordance with LOSB guidelines and Shelby County Purchasing Policies and Procedures.

II. Source and Amount of Funding

A. Amount Expended/Budget Line Item

FY 2009-2010 CIP PROJECT NO. 307372, 157 POPLAR

Original Allocation	\$5,000,000.00
Prior Appropriations – Other Resolutions	(0.00)
Pending Appropriations – Other Resolutions	<u>(0.00)</u>
Unappropriated Balance	\$5,000,000.00
This Appropriation	<u>(480,000.00)</u>
Unappropriated Balance, if Approved	<u>\$4,520,000.00</u>

B. All Costs (Direct/Indirect)

In-house Construction:	\$291,000.00
(Carpentry, Plumbing, Electrical, & Painting)	
Outside Contracts:	<u>\$189,000.00</u>
(HVAC, IT/Telecommunications, & Floor Coverings)	
Total Projected Expense	<u>\$480,000.00</u>

C. Additional or Subsequent Obligations or Expenses of Shelby County

None.

III. Contract Items

Contracts for materials and certain specialty services will be executed on an as-needed basis for items and services which are unavailable in-house.

IV. Additional Information Relevant to Approval of this Item

Administration recommends approval of this Resolution.

EXHIBIT A

OFFICE BUILDING RENOVATION PLAN

<u>Task</u>	<u>FY10 CIP #307372</u>	<u>FY12 CIP #307372</u>
1. Basement Renovation (DAG)	\$480,000	
2. 1 st floor Renovation	\$150,000	
3. 2 nd – 4 th Floor Renovation (Trustee)	\$630,000	
4. IT/Telecommunications Upgrades	\$400,000	
5. Weatherize Building Exterior	\$150,000	
6. New Roof for 1 st Floor	\$200,000	
7. Asbestos Abatement/Fireproofing	\$700,000	
8. Mechanical and Electrical Upgrades	\$2,065,000	
9. Emergency Generator		\$275,000
10. Elevator Modernization	\$75,000	\$625,000
11. Cooling Loop/Underground Infrastructure	<u>\$150,000</u>	<u>\$1,600,000</u>
 Total Budget Projection for Building Renovation	 \$5,000,000	 \$2,500,000